



**CITY OF SCOTTSDALE  
GREEN BUILDING ADVISORY COMMITTEE  
Scottsdale Granite Reef Senior Center  
1700 N. Granite Reef Road, Room 11  
TUESDAY, SEPTEMBER 12, 2006**

**MEETING MINUTES**

**PRESENT:** Beverly Westgaard, AZ Environmental Strategic Alliance  
Daniel Aiello, Janus II Environmental (arrived 3:42 p.m.)  
Joan Baron, Baron Studio  
Lance Donatello, Scottsdale Citizen  
Kevin Edwards, Edwards Design Group  
Lee Feliciano, Valley of the Sun Solar  
Jesse Henson, Kyocera Solar  
Mary Grace Maglio, Scottsdale citizen  
DeeJaye Lockwood, Windermere Sonoran Properties  
James McKay, Scottsdale citizen  
Frances Smith, Southwest Gas Corp.

**ABSENT:** Michele Cohen, Chair  
Ronald Hand, Co-Chair  
Daniel Basinger, Past Chairman  
Christopher Harrison, Grayhawk Development  
Nick Davis, Beck Group

**STAFF:** Anthony Floyd  
Chuck Skidmore (arrived 4:15)  
Larry Person  
Ashley Zawrotny

**OTHER:** Tonya Chatwather, City of Tempe  
Jonas Callewaert, Toll Brothers Architecture

**I. Call to Order/Roll Call/ Recognition of Guests**

Ms. Beverly Westgaard called the meeting to order at 3:21 p.m. A formal roll call confirmed the presence of members as noted above.

Mr. Anthony Floyd noted that Mr. Jonas Callewaert and Ms. Tonya Chatwather were attending as guests.

## **II. Approval of Minutes**

**MS. JOAN BARON MOVED ACCEPTANCE OF THE MINUTES OF THE MEETING OF AUGUST 8, 2006. MS. MARY GRACE MAGLIO SECONDED THE MOTION, WHICH CARRIED BY A UNANIMOUS VOTE OF TEN (10) TO ZERO (0).**

## **III. Administrative**

### **a. New City Ethics Policy**

Mr. Larry Person thanked the Committee members for having signed the conflict of interest documents. However, the City Attorney has decided that members of the Green Building Committee are not required to take the ethics training or sign the conflict of interest form. The forms received will be shredded.

Mr. Person reported that the Committee is now subject to AR 121, effective September 21. He outlined the provisions of this regulation and undertook to forward copies to the Committee members for reference.

Ms. Westgaard asked how off-the-record discussion should be handled. Mr. Person replied that the City Attorney's office has given the instruction that no off-the-record discussions are to take place in meetings. The only exception is for executive session, which would not apply to an advisory body such as the Green Building Advisory Committee. Ms. Westgaard reminded those present that everything said during a meeting is recorded, including side comments.

### **b. Member Resignation - Linda Eales**

Ms. Westgaard reported that Ms. Linda Eales has resigned from the Committee effective August. Consequently there is an opening on the Committee. Ms. Westgaard suggested that some recognition of Ms. Eales' participation in the Committee would be appropriate. Mr. Floyd noted that gifts of recognition have been given in the past and offered to look into possibilities.

Mr. Person explained that anyone wishing to be considered should use the online EQAB Standing Committee application form and submit it to the chair of the Environmental Quality Advisory Board. The Green Building Committee can review the applications and make a recommendation to EQAB. EQAB reviews and ranks applications before forwarding them to City Council for a final decision. The City Clerk's Office posts information regarding the deadlines and the application process. Mr. Floyd commented that the Green Building guidelines may contain some information about selecting members. Ms. Westgaard asked staff to bring this information to the next meeting.

## **IV. Public Comment**

None.

**V. Project Updates**

**a. New Green Building Process Implementation**

Mr. Floyd reported that the updated rating checklist has been finalized. The building plan reviewers have taken charge of it. A mass mailing was sent to all participating architects and builders. Through September staff are using discretion and treating this as a change over period. The new checklist will be enforced across the board starting October 1st.

**b. Work Group Discussions**

**i. Green Building Expo 2006**

Ms. Baron reported on progress. Currently a total of 70 exhibitors have committed. Ms. Zawrotny showed samples of the volunteer and promotional information packets she is making up. Ms. Baron asked Committee members to help promote the Expo by distributing bookmarks and flyers. She requested that they speak with Mr. Donatello to confirm when they will be volunteering during the Expo. In response to a query by Ms. Smith, Ms. Zawrotny reported that 15 to 20 sponsors have made a commitment to the Green Building Expo, which is a record.

Ms. Westgaard noted that production of the program is the next challenge. She appealed for short articles to put in the program. Mr. Floyd added that the program directory will be bigger than ever with a redesigned cover. He reminded the meeting of the many coordination tasks that Mr. Person took care of at last year's Expo and urged that logistical details be reviewed ahead of time. Ms. Westgaard asked Mr. Person to give a list of tasks that volunteers could handle to Mr. Donatello.

**ii. Education**

Mr. Henson reported that the Education Work Group met with Scottsdale Unified School District staff including Eric Meyer, Dr. Wolf of the Copper Ridge Math and Science Academy, the science curriculum administrator, the votech administrator, and a science teacher from Desert Ridge High School. A good discussion took place at the meeting on initiating a photovoltaic energy pilot project at one of the high schools. At this point it is up to the school district to select a school.

Discussion ensued on the educational opportunity offered to the school district. Mr. Aiello opined that the meeting had been very positive. Ms. Smith suggested a mass mailing to schools inviting teachers and/or students to attend the Green Building Expo. Ms. Westgaard noted that any extra Expo flyers could be sent to the schools to encourage families to attend. She added that there are opportunities for practical demonstrations at the Expo and that proposals should be submitted to her as soon as possible.

**VI. Other Business**

**a. Develop Criteria for EQAB/Mayor and Council to use when evaluating potential participation in environmental programs/challenges relating to Buildings such as Cool Cities Program and U.S. Mayors Resolution on Climate-Neutral Buildings**

Mr. Person distributed materials related to this topic. He noted that Scottsdale is frequently approached by outside organizations and companies to participate in various environmental programs. Since the City does not have the resources to participate in every initiative, the Mayor has asked EQAB to develop criteria for screening these proposals.

Mr. Person outlined the three basic categories of proposals:

- Specific environmental innovations, e.g. hybrid vehicles for the fleet
- Participation in environmental challenges, such as Cool Cities
- Environmental ranking of cities

Factors to take into consideration include: Is the proposal achievable? Will it enhance Scottsdale's reputation? Will it bring opportunities and benefits to Scottsdale?

Mr. Person asked the Green Building Advisory Committee to think of other criteria that should be considered in evaluating suggestions. He distributed a draft document that EQAB will forward to the Mayor and City Council, which currently contains six recommendations. Once the process is in place, the Mayor and senior City staff would send proposals they receive to the Green Building Advisory Committee for analysis, evaluation, research, and making recommendations to EQAB.

He reported that the Chair, Vice-Chair, and staff liaison of EQAB have already done some initial screening of recent proposals regarding alternative fuels. If the group of three deem a proposal worthy of EQAB's consideration, it will be placed on the agenda of a future meeting.

Ms. Maglio asked whether other cities have set up a similar process. Mr. Person replied that he does not believe so, as no other city has such a robust environmental advisory body. In Tucson, staff evaluated the Cool Cities initiative.

Ms. Westgaard hailed this as a tremendous opportunity for the Green Building Advisory Committee to use its collective expertise. Others echoed her comments, welcoming this great opportunity. Ms. Smith thanked the City for thinking of the Green Building Advisory Committee.

Ms. Lockwood commented that there are probably some basic criteria that everyone can agree upon easily. She opined that as they see more proposals, the criteria will develop, becoming more detailed.

Mr. Person agreed and initiated a discussion on the criteria. He stated that criteria should be in harmony with clearly understood and stated organizational strategic environmental planning. Does the City currently have a strategic Green Building policy or action plan for the entire community, as opposed to new City buildings? If not, that

needs to be put in place first by this Committee. This would be a cornerstone of the policy; to get buy-in from everyone at the City. The Committee would need to develop targets and goals that can be monitored and reported on to track performance.

Ms. Westgaard commented that this is a huge, historic undertaking, but also tremendously valuable. The City has an implementation practice rather than a policy in place at this time. Stakeholder buy in by citizens is key. She opined that a Town Hall Meeting should be held in order to measure citizen reaction to green policies.

Mr. Henson asked how this would be implemented in future meetings. Mr. Aiello suggested that time should be dedicated. Ms. Westgaard commented that small group discussions would be the best use of expertise, with discussions in the Committee meetings also. Mr. Feliciano opined that it would be important to provide incentives to encourage citizens to follow environmentally correct practices.

**MR. AIELLO MADE A MOTION TO FORM A POLICY WORK GROUP. MS. SMITH SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY BY A VOTE OF ELEVEN (11) TO ZERO (0).**

Ms. Westgaard asked who was interested in forming this group. Mr. Aiello, Ms. Smith, Ms. Maglio, Ms. Lockwood and Ms. Westgaard volunteered.

#### **Chair and Member Comments**

Ms. Smith commented that builders are less interested in the Energy Star program, partly because of inventory on hand that they need to sell. Mr. Floyd noted that the requirements of the Energy Star program were upgraded over the summer. Ms. Smith opined that raising consumer awareness would be key to reversing this trend.

Mr. Aiello commented that it is important to know what is happening, even if the news is unwelcome. He shared that a number of environmental experts have left Arizona to move to other states.

Speaking as a member of the Green Building Advisory Committee, Ms. Westgaard proposed initiating a green product resource guide highlighting local, Arizona and national providers of services and resources. Discussion ensued. Mr. Henson cautioned not to reinvent the wheel, noting that there are existing resources. Ms. Westgaard commented that homeowners may not know how to locate resources or information about resources. Mr. Aiello noted that the City cannot endorse particular businesses and that there are existing directories. He suggested it might be appropriate to compile a listing of directories. Ms. Westgaard agreed this would be a good start. Ms. Lockwood recalled having discussed a similar project with Mr. Floyd several years ago.

Mr. Floyd clarified that there are liability concerns for the City. The Expo directory is intended to be useable after the Expo. Mr. Person suggested that perhaps a list of local green vendors that the City could purchase from could be developed and used for people looking for green products.

Mr. Floyd appealed for volunteer help with a mass mailing of postcards for the Green Building Expo.

Mr. Person announced that there are currently two openings on the Environmental Quality Advisory Board. He invited anyone interested in serving on EQAB to complete an application from the City Clerk's Office.

**VII. Upcoming meetings**

The Ethics training session scheduled for September 20 has been canceled.

**a. Environmental Quality Advisory Board meeting**

September 20, 2006, 5:00 p.m., Community Design Studio

**b. Green Building Advisory Committee - October 10, 2006**

**VII Upcoming events**

a. Environment and Energy Lecture: The Oasis Myth Part 3 - September 21, 7:00 - 9:00 p.m., Community Design Studio

b. Green Building Expo 2006 - October 6 - 7, 2006

**IX Adjournment**

With no further business to discuss, the meeting adjourned at 4:26 p.m.